

2016-2017

Innovation Grant Application

SPC St. Petersburg
College

FOUNDATION

P. O. Box 13489

Phone: (727) 341-3302

foundation@spcollege.edu

Due November 30, 2016 by 5:00 p.m.

The grant application is an editable PDF formatted form. However, the application can't be saved online. Please copy the form to your desktop to save your answers and edits. If you should have any questions, please contact the Foundation: (727) 341-3302.

Note: Please use Adobe Acrobat Reader X or later to complete the application.

Employee Name: Phone:

Names of Additional Applicants:

Department: Email:

Campus on which you work: Campus(es) on which your proposed project would be implemented:

Proposed Project Name:

Funds Requested: Approximate Number of Students Who Will Benefit from Project:

1. Statement of Need. (300 word maximum)

2. Provide 3-5 program goals.

3. Explain how your project supports institutional goals and what makes it innovative.

4. Provide the projected timeline of the program.

5. Describe the short-term and long-term benefits you hope to achieve through this project.

6. Describe how outcomes will be measured.

7. Please provide a detailed program budget. (Reminder: No portion of the grant can be used for stipend/supplemental income to SPC employees and/or students.)

I have discussed this program with my/our Dean(s) or Administrative Management. He/She has agreed to be the budget supervisor if I am awarded this grant. As budget supervisor, he/she will provide oversight and administer the grant.

Yes No

COLLABORATIVE APPLICATIONS ONLY:

If this is a collaborative application and the collaborators report to more than one Dean, please have the first Dean sign off on the application with an electronic signature and forward this application back to the lead applicant. The lead applicant must forward the final application to the Dean who agrees to be the budget supervisor.

Electronic Signature of Dean/Administrative Management: _____

TO BE COMPLETED BY DEAN OR ADMINISTRATIVE MANAGEMENT:

I have reviewed this application and approve this project. I agree to serve as budget supervisor if this project is selected to be funded. Yes No

Electronic Signature of Dean/Administrative Management: _____

TO SUBMIT COMPLETED APPLICATION:

Submit completed application to your Dean or Administrative Management for approval. He/she should complete the gray box above and submit the completed application via email to foundation@spcollege.edu. Their approval of this project and agreement to serve as budget supervisor are verified upon his/her submission of the completed application. **If this is a collaborative application and the collaborators report to more than one Dean, both/all Deans must sign off. Please have the first Dean to complete the orange box above and forward the application to the lead applicant.** All submissions must be received by **5:00 p.m.** on **November 30, 2016**. Only applications with Dean and/or Administrative Management approval will be considered by the Review Committee.